



**THE HARYANA STATE COOPERATIVE SUPPLY  
AND MARKETING FEDERATION LIMITED**  
CORPORATE OFFICE, SECTOR 5, PANCHKULA HARYANA (INDIA)  
TEL: 2590520-24, FAX: 2590711 E-Mail: hafed@hry.nic.in  
Website: www.hafed.nic.in

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**TENDER NOTICE**

**SELECTION OF PARTIES FOR RUNNING OF HAFED RICE MILLS  
DURING KHARIF YEAR 2014-15.**

Hafed intends to run its Rice Mills located at Jakhal, Rania, Ding, Pehowa, Kalanwali, Radaur, Kalayat, Ratia & Dhand in the State of Haryana during Kharif year 2014-15 in association with private parties having experience in successful running of Rice Mills. Rice Mill Jakhal & Rania having par boiling facility. The interested parties may submit their willingness in the prescribed performa containing broad terms and conditions which can be had from Rice Division, Hafed Corporate Office, Sector-5, Panchkula (Haryana) on payment of Rs.500/- (non refundable) on any working day during office hours. Tender document along with terms & conditions can also be downloaded from our Web site www.hafed.nic.in. If downloaded from our website, a demand draft of Rs. 500/- (Five Hundred only) should be submitted towards the cost of tender document.

The parties are required to submit their willingness to Hafed Corporate Office, Panchkula on or before 16.06.2014 at 2:00 PM and will be opened on same day at 3:00 PM in the presence of the parties who may wish to be present. Managing Director Hafed reserves the right to accept or reject any/all tenders without assigning any reason.

**MANAGING DIRECTOR**

## **TENDER DOCUMENT**

### **SELECTION OF THE PARTIES TO RUN HAFED RICE MILLS IN THEIR ASSOCIATION IN THE STATE OF HARYANA DURING THE YEAR 2014-15.**

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|---|---|---|
| ➤ | Scope of Work                             | To run Hafed Rice Mills for milling of paddy.   |
| ➤ | Cost of document                          | Rs. 500/- (Rs. Five hundred only) Non refundable.   |
| ➤ | Closing date and time of receipt of offer | 16.06.2014 at 2:00 PM   |
| ➤ | Date and time of opening of offer.        | 16.06.2014 at 3:00 PM   |
| ➤ | Venue for opening of offer                | Hafed Corporate Office, Sector-5, Panchkula (HARYANA) – 134109.<br>Phone Nos. 0172-2590520-26 & 2590530<br>Fax No. 0172- 2590711, 2590708 |

### **TERMS AND CONDITIONS FOR SELECTION OF THE PARTIES**

#### **1. Nature and Scope :**

The Haryana State Cooperative Supply & Marketing Federation Ltd. is a Federation of Cooperative Marketing Societies in the State of Haryana and is engaged in procuring the agricultural produce from the farmers with a view to provide them remunerative / competitive prices for their produce, supplying quality agricultural inputs to them and the marketing of processed / unprocessed agricultural produce.

Hafed Rice Mills are located in the vicinity of paddy growing areas in the State of Haryana.

Hafed intends to run its Rice Mills located at Jakhal, Rania, Ding, Pehowa, Kalanwali, Radaur, Kalayat, Ratia & Dhand in association with private parties / millers who are well versed in the line and have rich experience of paddy purchase & successful running of Rice Mills. Rice Mill Jakhal & Rania are having par boiled facility

The parties who are interested in running of Rice Mills may give their consent on the terms & conditions detailed below and may apply for the same in the prescribed proforma annexed herewith.

**2. Eligibility Criterion / Qualifications for selection of the party :**

Only those reputed parties who satisfy the following necessary conditions will be eligible for selection.

- i) That firm must have sufficient experience of milling of paddy/ delivery of rice to FCI. The party must have milled at least 3000 MT paddy in the last 4 years.

The party will produce certificate in support of milling of paddy/ delivery of rice to FCI from the concerned agency.

- ii) The Rice Miller will produce non- defaulter certificate from concerned Distt. Manager of the Procuring Agency/DFSC.
- iii) That there has not been any dispute/court case between Hafed and the party in the past.
- iv) The party must have its own VAT No./TIN No. and Food Grain License No. and PAN etc.
- v) All the terms & conditions mentioned in the document must be full filled by the firm / company/Proprietor. In case of firm, all the partners must fulfill all the terms and conditions.
- vi) The party should preferably be in the vicinity of Hafed Rice Mills.
- vii) The party who have run Hafed Rice Mills & performed well in the previous milling season will be given preference in current year.

**3. Offers :**

- i) The offers are required to be made in two parts i.e. Technical Bid (Annexure - I) and Financial Bid (Annexure-II) in two separate sealed covers.
- a) Technical Bid should contain all the details required in **Annexure-I**.
- b) The Financial Bid (Annexure-II) should contain the rates of Milling Charges offered by the party which should not be less than the rates mentioned in the **Annexure-II**.
- ii) The first sealed cover containing Technical Bid should be super scribed as 'TECHNICAL BID' to run Hafed Rice Mill \_\_\_\_\_ in association with Hafed.

- iii) The second sealed cover containing FINANCIAL BID should be super scribed as 'FINANCIAL BID' to run Hafed Rice Mill \_\_\_\_\_in association with Hafed.
- iv) Both Technical and Financial Bids (sealed separately) should be kept in one envelope which should be subscribed as "Willingness for running the Hafed Rice Mill" \_\_\_\_\_and should be addressed to General Manager (Rice), Hafed Corporate Office, Sector-5, Panchkula-134109, so as to reach latest by on 16.06.2014 at 2:00 PM. Technical Bids & Financial Bids will be opened at 3:00 PM on the same day in the presence of authorized representatives of the parties who may wish to be present.
- v) Both Bids i.e. Technical Bid and Financial Bid are required to be submitted by all the parties.
- vi) If any party, wishes to offer rates for running of more than one Hafed Rice Mills, the party is required to give his preference-wise offer for each Rice Mill on separate Tender document. Separate Earnest money is required to be deposited for each Rice Mills. However, keeping in view the performance of the party who has run Hafed Rice Mills during previous years, particularly the performance regarding delivery of CMR to FCI well in time, Hafed can consider allotment of more than one Rice Mill to one party.

**4. Validity :**

The offers should be valid for a minimum period of 60 days from the date of opening thereof.

**5. Earnest Money Deposit :**

The offers of the party should be accompanied with Earnest Money of Rs. 5.00 Lac for each Hafed Rice Mill in the shape of Demand Draft drawn in favour of "The Haryana State Cooperative Supply and Marketing Federation Limited" payable at Panchkula.

**6. Security :**

That the party to whom the Rice Mills are allotted will have to deposit additional security of Rs. 5 lac (in addition to earnest money of Rs. 5 lac). No interest on security amount will be paid by Hafed.

## 7. **Broad Terms and Conditions for running of Hafed Rice Mills**

- i) That the party will make payment of milling charges on the basis of actual quantity milled or minimum quantity fixed by Hafed whichever is higher. Minimum qty. of paddy for which Hafed will charge milling charges is given as under:

S.N	Hafed Rice Mills	Minimum Qty. of paddy for which Hafed will charge milling charges.
1	Ratia	10000 MT
2	Jakhal	6000 MT
3	Rania	6000 MT
4	Ding	4000 MT
5	Kalanwali	4000 MT
6	Kalayath	4000 MT
7	Dhand	7000 MT
8	Radaur	7000 MT
9	Pehowa	4000 MT

- ii) The following are the basic minimum charges for milling of paddy :-

Raw Milling	Non Basmati Paddy	Rs. 26/- per qtl.
	Basmati Paddy	Rs. 33/- per qtl.
For Parboiled Rice	Non Basmati Paddy	Rs. 33/- per qtl.
	Basmati Paddy	Rs. 39/- per qtl.

In case the party is not able to mill the allotted quantity, then for the shortfall quantity, the milling charges equivalent to milling rate applicable to non basmati paddy will be charged.

- iii) That in case party install additional machines like Sortex / packing machine all the investments will be made by them. In that case Hafed will provide covered space for putting up of such machine. In such cases extra expenditure of Rs. 5/- per qtl. of Rice to be charged in addition to expenditure incurred.
- iv) In case party intends to invest Rs. 20.00 lac or more for installation of new machinery (Sortex, drier) in our Rice Mills in consultation with Distt. Manager, Hafed then Hafed can consider their request for running of such Hafed Rice Mills for 3 years provided the party's performance is

satisfactory in delivering the CMR and is ready to pay the competitive and prevalent milling charges.

- v) That in case of paddy purchase under price support operations is allotted to them then Hafed will provide wooden crates, tarpaulins and polythene covers available with Hafed for storage of paddy & Hafed will charge the rent for these stock articles. Hafed will also provide storage space for storage of gunny bags and rice for temporary storage for the paddy purchased under price support operation.
- vi) That in case of purchase of paddy by the party in their own account, Hafed will charge storage charges @ Re 1/- per qtl. of paddy per month and in case of rice the storages charges will be charged @ Rs. 2.50 per qtl. per month.
- vii) That Hafed does not give any guarantee to provide paddy to the party as paddy on support price operation may not be available with Hafed due to market conditions / Govt. policy. In such cases, the party will have to arrange the paddy at their own level.
- viii) That the party shall make all additions, improvements or alternations in the machinery or layout only with prior consent of Distt. Manager Hafed.
- ix) That party will arrange their own technical staff, labour, watch & ward staff to run the Rice Mill. Hafed will not provide any manpower to run the Rice Mills. All variable expenses will be borne by the party and they will retain all the bye products.
- x) That in case Hafed wants to get its paddy custom milled from the party then Hafed will pay milling charges & driage charges as per rates fixed by Govt. of India for the Kharif Marketing Season 2014-15. The party will deliver entire CMR to FCI as per the out turn ratio fixed by Govt. of India. All other terms of custom milling as specified by Govt. will be acceptable to the party.
- xi) That in case the party wants to get the plant and machinery and stocks of paddy/rice insured then all expenses on this account will be borne by the party.
- xii) That all office expenses such as telephone, stationery, water charges etc. will be borne by the party.

- xiii) That Hafed will post its Manager, Accountant, Store Keeper in the mill to supervise the activities in the mill.
- xiv) If the party suggest some changes i.e replacement of major machinery items and Distt. Manager, Hafed agrees with the suggestion then 15% cost will be borne by the party. The Rice Miller while suggesting changes/replacement of major machinery items of Hafed Rice Mill will also submit the cost benefit analysis and the payback period of the investment. This proposal will be examined at Head Office level.
- xv) Service Tax and any other taxes, if any will be on party's account.
- xvi) That Hafed will provide storage space if available for the entire quantity of support price paddy for which milling agreement will be entered into and no storage charges will be charged. However, for the storage of rice, no storage charges will be charged for one month. After that Hafed will charge storage charges @ Rs. 2.50 per qtl. of Rice/ Bye products per month.
- xvii) That after the period of contract, party will have to lift back their machinery/ stocks within one month of the expiry of contract period, otherwise Rs.25000/- per month will be charged as rentals.
- xviii) That security will be converted in the milling charges and for balance milling charges if any, the party will make payment through advance cheques in four equivalent installments of paddy milling contract period.
- xix) That the contract is for a period upto 31.07.2015. In case of Sortex and other machines are put up by the party then contract period will be extended with the mutual agreement.
- xx) If available Hafed may provide accommodation of one flat for the party's staff members free of cost. Hafed will charge Rs. 3000/- per month for any additional flat given to the party. However, the electricity/ water charges will be on party's account as per actual basis.

**8) Miscellaneous:**

- i) During the process of running of Hafed Rice Mill, if there is any issue, the same will be sorted out by a committee consisting of G.M.(Rice), Dy.GM (F&A) Hafed Head Office, Panchkula, District Manager & Manager of concerned Rice Mill.

ii) That the party will have to enter into an agreement with the concerned District Manager Hafed on the prescribed performa by Hafed / State Govt.

**9) Arbitration :**

⇒ In case of any dispute arising between the parties on the terms and conditions of this tender / agreement, the matter shall be referred to the Managing Director, Hafed or his nominee for arbitration, whose decision shall be final and binding on both the parties.

⇒ MD Hafed reserves the right to accept or reject any / all the offers without assigning any reason.

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**Annexure-I****TECHNICAL BID FOR RUNNING HAFED RICE MILLS AT \_\_\_\_\_**

1. Name and complete address of the firm / Company.  
 Phone Nos.....  
 Fax No.....  
 E-Mail Address.....  
 Contact persons (Name & designation).....  
 VAT No.....  
 Food grain licence no.....  
 PAN No.....
  
2. Details of ownership :  
 Whether :-  
 Partnership, Pvt. Ltd. Company or Public Ltd.  
 Company/others.....
  - a) The partnership firm should enclose  
 Photocopy of partnership deed duly attested by Notary.
  
  - b) In case Private Ltd Co. / Public Ltd. Co.  
 a list of Directors alongwith their addresses should  
 be attached.
  
3. Earnest Money **Rs. 5,00,000/-** vide DD No. \_\_\_\_\_ dated \_\_\_\_\_  
 In favour of The Haryana State Cooperative Supply & Marketing Federation  
 Ltd. (payable at Panchkula/ Chandigarh) for HRM\_\_\_\_\_.
  
4. Financial data of the firm/party of last four years  
 (Upto Financial year 2013-14) (Rs. in Lacs)
 

Year	Turnover	Net Profit
2010-11		
2011-12		
2012-13		
2013-14		

(Supporting documents in terms of financial status of the Firm/Party i.e.  
 Balance Sheet of last four years duly audited and attested by Chartered  
 Accountant be enclosed)

  - a) Credit worthyness certificate from bankers to be enclosed:-
    - i) Upto 4000 MT paddy - Rs.20 lacs.
    - ii) Above 4000 MT paddy - Rs.50 Lacs.

5. Name and address of Bankers of the firm/party.....

6. Details of paddy milled:-

(Qty. in Mts)

KMS	Centre	Paddy Milled		CMR Delivered		Remarks
		Own	Govt.	Own	Govt.	
						Name of agency whose paddy Custom Milled
2010-11						
2011-12						
2012-13						
2013-14						

(certificate of concerned agency enclosed)

7. ....  
.....

(Name and Designation of authorized signatory who will Make correspondence and sign the agreement.(authority letter enclosed)

I/We have gone through the detailed terms and conditions of Hafed for Running of Hafed Rice Mills. I/We shall also enter into agreement for Running of Hafed Rice Mills in the specified area on terms and conditions mentioned in the document. All the terms and conditions in the document are acceptable to us.

Place  
Date

Signature of the Party  
Name  
Designation  
Address  
Phone/Mobile No.  
Company / Firm seal

**Annexure-II****FINANCIAL BID FOR RUNNING OF HAFED RICE MILL \_\_\_\_\_**

Name and complete address of the firm / Company

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I/We hereby agree to pay milling charges \_\_\_\_\_% above the minimum charges mentioned below for Hafed Rice Mill \_\_\_\_\_

<b>Raw Milling</b>	<b>Non Basmati Paddy</b>	<b>Rs. 26/- per qtl.</b>
	<b>Basmati Paddy</b>	<b>Rs. 33/- per qtl.</b>
<b>For Parboiled Rice</b>	<b>Non Basmati Paddy</b>	<b>Rs. 33/- per qtl.</b>
	<b>Basmati Paddy</b>	<b>Rs. 39/- per qtl.</b>

We are enclosing DD No. \_\_\_\_\_ dated \_\_\_\_\_ drawn on \_\_\_\_\_ for Rs. \_\_\_\_\_ ( \_\_\_\_\_ ) towards EMD.

I / we hereby agree to abide by all the terms and conditions laid down in the tender documents.

**Place :****Date :****Signature of the Party,****Name** \_\_\_\_\_**Designation** \_\_\_\_\_**Address :** \_\_\_\_\_**Phone/Mobile No.****Company / Firm Seal** \_\_\_\_\_